



Republic of the Philippines
EASTERN VISAYAS STATE UNIVERSITY – ORMOC CAMPUS
Ormoc City - 6541

OFFICE OF THE EVSU-OC DIRECTOR

MEMORANDUM

No. 44 s. 2024

TO : Department and Office Heads, Regular and Temporary Faculty, Office and Department Secretaries, SSG President and Cabinet, and SPO Editorial Board

FROM : Campus Director

DATE : 7 March 2024

SUBJECT : Office Development Plan, Initial Planning

You are hereby required to attend the “initial” EVSU Ormoc department and office development planning on Friday, 8 March 2024 from 9:00am to 5:00pm at EVSU Ormoc Function Room.

In addition to the items in our planning, I will also update you about what transpired during the recently concluded 64th Admin Council Meeting of EVSU.

For your strict compliance.

In the service of God, country, and EVSU,

DR. JEFFRY OCAY